



NOAA Small Boat Safety Program Annual Trailer Evaluation Checklist

- Annual Trailer Evaluations (ATE) are inspections conducted by Vessel Operations Coordinators (VOC), Commanding Officers (CO), or their designee(s) using the approved ATE checklist.
- ATEs are required annually for trailers in active use, and should be performed in conjunction with the associated small boat's Annual Small Boat Evaluation (ASBE). An ATE is required prior to placing a trailer in active use after a prolonged period of disuse.
- Some items may not apply to all trailers. Evaluators are responsible for determining applicable items.
- Completed evaluation checklists, reports, and records of findings and recommendations shall be signed by the evaluator, and signed and retained by the VOC/CO with a copy forwarded to and signed by the LOSBO. Notification of the evaluation will be reported to the NOAA Small Boat Safety Program Coordinator.
- The NOAA Small Boat Engineer (757-441-6202, sbp.engineer@noaa.gov) is available for additional guidance.

Boat associated with trailer				
Trailer custodian				
Evaluator				
Date / place of evaluation				
Trailer year / make / model				
Trailer ID No's (tag / serial #)				
Required Documentation	Sat	Unsat	N/A	Comments
Records of previous ATEs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Load Capacity				
Associated boat load (including engines, fuel, cargo, etc.) \leq 85% of rated trailer capacity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Trailer plus boat load \leq 85% of tow vehicle capacity (vehicle capacity may differ from hitch capacity)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Structure	Sat	Unsat	N/A	Comments
Inspect for damage, corrosion, broken welds, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Inspect roller/bunker condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Inspect tire guard/fender for tire clearance, condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Tow Attachment				
Inspect hitch, ball, and coupler condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ensure ball is proper size for coupler IAW tow load	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Properly attach coupler to ball; jack should not be able to lift coupler off ball	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ensure coupler lock is present and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Inspect safety chains and brake chain condition / length	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Tongue Jack				
Inspect condition, ensure proper lubrication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wheels				
Inspect tire condition (cracks, bulges, dry rot, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Tires properly inflated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Tires have adequate tread (>1/4")	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Lugs are lubricated and properly tightened (85 ft-lbs)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Inspect bearings for proper adjustment and lubrication as per manufacturer's recommendations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Inspect hub, bearing protector, and grease fitting cap	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Bearings repacked within manufacturer's recommended time frame	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Check for bearing grease on tire rim (could indicate rear seal failure)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Inspect spare tire condition, ensure proper inflation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Brakes	Sat	Unsat	N/A	Comments
Required if trailer plus load > 3000 lbs, or if trailer's gross weight exceeds tow vehicle empty weight	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Inspect brake lines from actuator to each brake cluster	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Check brake fluid reservoir level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Check proper operation when connected to tow vehicle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Electrical				
Inspect wiring condition (look for chafing, cuts, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Distance between wiring supports $\leq 18''$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Verify grounding circuit is properly attached	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Verify lights function properly and are in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Inspect wire harness condition and tow vehicle socket	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Winch				
Examine entire length of strap/rope/cable for damage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ensure proper gear (clutch if electric) operation and lubrication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ensure bow eye safety chain is in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Miscellaneous				
Examine condition of tie downs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Evaluator: _____

Name (print or type)	Signature	date
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VOC / CO: _____

Name (print or type)	Signature	date
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LOSBO: _____

Name (print or type)	Signature	date
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